

TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL

NASA/GODDARD SPACE FLIGHT CENTER

REQUEST FOR TASK PLAN / TASK ORDER

| | | | | | |
|---|-------|------------------------------------|------------------------|---|---|
| CONTRACTOR | | CONTRACT NO./TASK NO. | | JOB ORDER NUMBER | APPROP. FY |
| QSS Group, Inc. | | NAS5- 99124 | TASK NO. 355 | AMENDMENT 26 415-616-41- 6 -89 | 00 & 01 |
| TASK TITLE: (NTE 80 characters; include Project name) GOES Integration and Test Manager Services | | | | | |
| APPROVALS: (Type or print name and sign) | | | | | |
| ASSISTANT TECHNICAL REPRESENTATIVE (OR TASK MONITOR) <i>David J. Mitchell</i> David Mitchell | | DATE 8/30/00 | ORG CODE 415 | MAIL CODE 415 | PHONE 0415 301-286- 0789 |
| BRANCH HEAD <i>Martin A. Davis</i> Martin A. Davis | | DATE 8/30/00 | CODE 415 | PHONE 301-286-8998 | |
| CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR) <i>Robert S. Lebar, Jr.</i> Robert S. Lebar, Jr. | | DATE 8/31/00 | CODE 560 | PHONE 301-286-6588 | |
| FLIGHT HARDWARE, CRITICAL USE OR SOFTWARE (IF YES, NEED CODE 303 CONCURRENCE NEXT BLOCK) | | CONTRACTING OFFICER'S QUALITY REP. | | DESIGNATED FAM: | |
| [X] NO [] YES | | | | | |
| The contractor shall identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to this Task Order or to any of the technical requirements of the Task Order Statement of Work and related specifications. The contractor shall complete and submit the required Reps and Certs. | | | | (To be completed by Contracting Officer) C.O. Requested Quote on: Date: | |
| Contractor will develop specification or statement of work under this task for a future procurement. [X] NO [] YES | | | | | |
| Flight hardware will be shipped to GSFC for testing prior to final delivery. [] NO [] YES [X] N/A | | | | | |
| Government Furnished Property/Facilities: [X] NO [] YES - SEE LIST OF GFP (offsite only) / FACILITIES (onsite only) | | | | | |
| Onsite Performance: [] NO [X] YES If yes: [X] TOTAL [] PARTIAL If partial, indicate onsite work in SOW by asterisk (*) | | | | | |
| Surveillance Plan Attached: [X] NO [] YES | | | | | |
| Highlighted Contract Clauses: (to be completed by Contracting Officer) | | | | | |
| Per Clause H.14, Task Ordering Procedure, subparagraph (f), the effective date of this task order shall be 10/1/00. | | | | | |
| INCENTIVE FEE STRUCTUR (check one) (See Contract NAS5-99124, Attachment K, Incentive Fee Plan) | | | | | |
| | No. 1 | No. 2 | X No. 3 | No. 4 | No. 5 |
| Cost | 10% | 50% | 25% | 25% | % |
| Schedule | 15% | 25% | 25% | 50% | % |
| Technical | 75% | 25% | 50% | 25% | % |
| (To be completed by Contracting Officer) | | | | | |
| The target cost of this task order is \$ <u>177,990</u> . | | | | | |
| The target fee of this task order is \$ <u>11,411</u> . | | | | | |
| The total target cost and target fee of this task order as contemplated by the Incentive Fee clause of this contract is \$ <u>189,401</u> . | | | | | |
| The maximum fee is \$ <u>16,678</u> . | | | | | |
| The minimum fee is \$0. | | | | | |
| AUTHORIZED SIGNATURE: | | | | | |
| THIS TASK ASSIGNMENT IS ISSUED ACCORDING TO THE CONTRACT CLAUSE "TASK ASSIGNMENTS AND REPORTS" | | | | | |
| <i>Therese J. Becker</i> SIGNATURE OF CONTRACTING OFFICER | | <u>10/13/00</u> DATE | | <i>Therese J. Becker</i> TYPED NAME OF CONTRACTING OFFICER | |
| CONTRACTOR'S ACCEPTANCE: | | | | | |
| | | | | | |
| AUTHORIZED SIGNATURE | | | DATE | | |

TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL

NASA/GODDARD SPACE FLIGHT CENTER

REQUEST FOR TASK PLAN / TASK ORDER

CONTRACTOR

NASS-

TASK NO.

AMENDMENT

QSS Group, Inc.

99124

355

Applicable paragraphs from contract Statement of Work:

STATEMENT OF WORK: (Continue on blank paper if additional space is required)

(This is a follow-on to Task 305 under this contract; uninterrupted transition is required.)

The contractor shall serve as the GOES Integration and Test (I&T) Manager for the GOES N-Q Project. Specifically, the following tasks shall be performed.

1. Plan and coordinate the necessary GOES team support to cover all I&T activities, including I&T activities related to the GFE instruments.
2. Participate in project reviews, telecons, and meetings.
3. Review documentation.
4. Work with HSC counterparts on I&T approaches, I&T philosophy, and I&T implementation.
5. Lead weekly I&T telecons between the spacecraft contractor, the instrument contractors, and the GOES Project.
6. Provide oversight for the GOES project for all GOES related I&T activities.
7. Support the GOES N-Q Systems Manager in the monthly presentation of the GOES project status to the AETD/STACC Directorates.

PERFORMANCE SPECIFICATIONS:

I&T status, issues and concerns shall be informally presented orally during various weekly project staff meetings. GOES I&T related reviews, telecons, and meetings shall be regularly attended, and GOES I&T related documentation shall be thoroughly and timely reviewed so a proper assessment of the GOES I&T status, issues concerns, and compliance with the GOES Performance Specification and the GOES SOW can be made.

Technical Progress Report: Acceptable performance is that the ATR is satisfied that he is being kept informed of the status of work performed and of issues requiring his attention.

Management: Performance will be measured against the following metrics: (1) accomplishment of objectives; (2) clear, incremental progress; (3) responsiveness to issues; (4) efficient and appropriate staffing; and (5) coordination with and good working relationship with ATR and other related contractor efforts, if applicable.

APPLICABLE DOCUMENTS:

GOES N-Q Performance Specification
GOES N-Q Statement Of Work (SOW)

TASK END DATE: 9/30/01

MILESTONES/DELIVERABLES AND DATES:

1. Review of GOES documents, test plans, test reports, and procedures: comments due within 3 weeks of receipt.
2. Written/oral status reports: presented each Monday at Project Staff and Systems Staff meetings.
3. Technical Status Report: monthly, due the 15th of the month.

PERFORMANCE STANDARDS:

Schedule: On-time delivery/completion of the above deliverables/milestones.
Technical: ATR's acceptance of the above.

FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):

David Mitchell, building 6, room W232